

JOB DESCRIPTION

Regional Councillor



1. Position Title

Regional Councillor – AgForce Queensland Farmers Limited

2. Organisation Overview

AgForce Queensland Farmers Limited (AgForce) is the state's peak advocacy group representing the interests of the broadacre agriculture industry. Advocating on behalf of thousands of primary producers, AgForce is an independent, non-governmental, voluntary organisation with a purpose to be:

"The leading Voice for Queensland Producers"

3. Purpose of the Role

The Regional Councillor represents members within their region, contributes to regional policy development, and supports engagement between AgForce and the broader agricultural community.

The role is primarily representative and advisory in nature, supporting Regional Council effectiveness and contributing to AgForce's broader strategic objectives.

4. Key Responsibilities

4.1 Representation and Advocacy

- Represent the interests of AgForce and its policies within the regional community
- Act as a local advocate for members and industry issues
- Promote AgForce and its role within the agricultural sector

4.2 Member and Community Engagement

- Actively engage with members and the broader community
- Maintain awareness of local issues affecting the region
- Encourage participation in AgForce activities and membership

4.3 Participation in Regional Council

- Attend and actively participate in Regional Council meetings (minimum four per year)
- Contribute to discussions and decision-making processes
- Support effective functioning of the Regional Council

4.4 Policy Contribution

- Identify and raise regional issues for consideration
- Contribute to the development of policy recommendations
- Stay informed on commodity and industry issues relevant to the region

4.5 Organisational Involvement

- Attend AgForce events within the region
- Support and contribute to regional event planning where appropriate
- Work collaboratively with AgForce teams including commodities, policy, communications, and regions

5. Governance vs Operational Responsibilities

5.1 Role Scope

Regional Councillors contribute to representation, engagement, and advisory functions rather than governance or operational management.

5.2 Operational Boundaries

- AgForce team members are responsible for operational delivery and administration
- Regional Councillors must not direct or manage operational team members

5.3 Working with operational team members

- Engage with operational team members in a respectful and collaborative manner
- Requests for information or support should be made through appropriate operational team channels
- Participate in structured engagement opportunities (e.g. briefings, meetings)

6. Conduct and Behaviour

Regional Councillors must:

- Act in accordance with AgForce values and Code of Conduct
- Demonstrate integrity, professionalism, and accountability
- Represent AgForce in a positive and constructive manner

7. Governance and Compliance Responsibilities

- Comply with AgForce Constitution, Governance Manual, and policies
- Declare and manage conflicts of interest appropriately
- Maintain confidentiality where required

8. Performance and Development

- Undertake mandatory Respect at Work Training.
- Participate in any required governance or organisational training.

9. Voluntary Role

This is a voluntary, non-remunerated role. AgForce values the contribution of elected representatives and recognises that individuals balance these responsibilities alongside their business and personal commitments.

10. Time Commitment

Regional Councillors are expected to commit sufficient time to fulfil the role, including:

- Attendance at Regional Council meetings
- Attend at least 75% of meetings and key activities to support effective representation and continuity.
- Participation in regional events and engagement activities
- Preparation for meetings and review of materials

11. Skills and Attributes

- Strong connection to the local region and agricultural community
- Good communication and interpersonal skills
- Ability to represent member views effectively
- Collaborative and team-oriented approach
- Understanding of industry issues (or willingness to develop knowledge)

12. Summary Statement

The Regional Councillor plays an important role in connecting AgForce with its members and communities, contributing to regional engagement and policy input. The role supports effective regional representation while maintaining clear boundaries between elected representatives and organisational operations.